

**Lebanon Board of Finance  
Minutes of February 12, 2009  
Regular Meeting**

Members Present: Liz Charron, Glen Coutu, Betsy Petrie, Greg LaFontaine, Lori Wesolowski, Albert Vertefeuille(alt.), Chuck Haralson(alt.) Phil Johnson(alt.)

Members Absent: Linda Finelli

**Item A. Call to Order**

The meeting was called to order at 7:30 by Liz Charron, Chairman.  
P. Johnson was designated to vote for L. Finelli.

**B. Election of Officers.**

G. Coutu moved to appoint G. LaFontaine as temporary Chairman for the election of officers. P. Johnson seconded. Motion carried unanimously.

G. Coutu moved to nominate L. Charron for Chairman of the Board of Finance. B. Petrie seconded. Motion carried with 5 ayes and 1 abstention - Liz Charron.

L. Charron resumes as Chairman of the Board and accepts nominations for Vice Chairman. G. LaFontaine moves to nominate G. Coutu as Vice Chairman. B. Petrie seconded. Motion carried with 5 ayes and 1 abstention - G. Coutu. G. Coutu moves to nominate L. Wesolowski as Secretary. G. LaFontaine seconded. Motion carried with 5 ayes and 1 abstention - L. Wesolowski.

**C. Minutes of Previous Meeting**

G. LaFontaine moved to accept the January 8, 2009 regular meeting minutes. P. Johnson seconded. Motion carries unanimously.

**D. Correspondence.**

Letter and supporting documents regarding Capital Projects Ordinance was handed out at the meeting.

**E. Monthly Expenditures/Revenues/Payment of Bills**

**a. Update from Joyce Hofmann on tax revenue collections for FY 2008 – 09.**

The collection month ended February 2, 2009. On February 3, 2009 delinquency notices went out. Payment arrangements have been offered with positive responses. A total of \$766,000 is still outstanding. Joyce will update the Board monthly.

**b. Expenses:**

The Board of Selectmen will be holding a special town meeting in March to address transferring \$12,504 from fund balance Acct. 418 for the payroll audit assessment on worker's compensation for the 2007/2008 fiscal year.

G. Coutu moved to address item G. a. under new business. G. Lafontaine seconded. Motion carries unanimously.

## **G. New Business**

### **a. Information regarding Lebanon Life (Ginni Stein)**

Lebanon Life has been in business for 18 years and has grown from a news letter to a community magazine; it is based on submissions by the community. The Board can use the services of Lebanon Life to notify the community on upcoming meetings and information.

(Resumed agenda)

## **F. Old Business**

### **a. Consider and act on recommendations from the Banking Relationship Subcommittee.**

The option of using a check scanner for remote deposits was discussed. The scanner would be located in the town hall for use by all town offices. The Savings Institute can provide this service for a cost of \$50 a month with no additional costs associated. This will be further discussed with the finance department to discuss the benefits and initial set up of the service. It is recommended that this service be linked to the Savings Institute investment account which is a variable rate internal money market account with a current earnings rate of 1.98%.

G. Lafontaine moved to discuss Item c. under Old Business. P. Johnson seconded. Motion passed unanimously.

### **c. Audit report for FY 2007 – 08.**

#### **i. Identify any questions we may have for the auditor.**

The tax collector account was reported on the audit report with a negative balance of \$11,704. Town meeting approved an adjustment that should have been made to this account. Further information will be obtained from the Auditor on what corrective action needs to be made on this omission.

#### **ii. Discuss and act on findings (pages 66 – 69).**

Discussed various fund balances and findings from the audit report. No action was taken.

## **G. New Business**

### **b. Consider and act on request from Commission on Aging to establish a new fund for the Senior Center.**

More information is needed. No action taken.

### **c. Consider and act on establishing a separate vote for the Board of Education budget and one for the General Town Budget.**

G. Coutu moved to request the Board of Selectmen to create an ordinance to be presented at the town meeting to establish a separate vote for the Board of Education budget and Town budget. B. Petrie seconded. Motion failed with a vote of 1 aye (G. Coutu) and 5 nays.

G. Lafontaine moved to request the Board of Selectmen to investigate and identify the impacts of developing an ordinance for voting separately on the Board of Education budget and the Town budget. P. Johnson seconded. Motion passed with 5 ayes and 1 nay - G. Coutu

### **d. Consider and act on rescinding a prior motion made at our November 13, 2008**

**meeting to transfer \$10,000 from account # 492, Contingency, to account # 400, Legal, for the proposed CL&P Card Street Substation expansion.**

(P. Johnson exited the meeting)

G. Coutu moved to rescind the motion made on November 13, 2008 to transfer \$10,000 from account #492, Contingency, to account #400, Legal, for the proposed CL&P Card Street Substation expansion. L. Wesolowski seconded. Motion passed with 5 ayes.

**e. Consider and act on rescinding the motion that was made to increase the mil rate to cover the Fire Safety Complex addition since it was never implemented.**

(P. Johnson rejoined the meeting)

G. Coutu passed out a handout pertaining to this issue. The Board of Selectmen was requested to look into the matter further.

## **H. Other**

Some departments did not get on the budget calendar. Those will be worked in and the calendar will be revised and reposted.

(resumed old business)

## **F. Old Business**

**b. Consider and act on process and key messages for the budget hearings.**

### **i. Saturday, February 28<sup>th</sup> hearing**

The budgets scheduled to be heard are the Commission on Aging, Senior Center, Senior Van, Library, and the Board of Education. Limitations will be established upfront. The hearing is to gather information only. The town crew will set up seating and G. Coutu will establish a sketch of the setup.

## **I. Adjourned.**

B. Petrie motioned to adjourn. G. LaFontaine seconded. Motion carried unanimously. The meeting was adjourned at 10:15 p.m.

Respectfully submitted,

Diana Drake  
Recording Secretary